

# Touring Arts Artist Grant

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## Purpose

The Touring Arts Program widens distribution of arts throughout South Dakota and offers new opportunities to artists, arts producing organizations and audiences.

The funding category is designed to:

- Provide quality arts programming to schools and communities.
- Help make the arts available in all regions of the state.

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## Eligible

Professional artists, arts organizations, and educational institutions in the various arts disciplines willing to tour in South Dakota with performances, exhibits or specific programs for a two-year period.

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## Deadline

All materials must be postmarked by September 1, 2007. Late applications will not be accepted. Please keep in mind that many post offices will not postmark after 5 p.m. Contact your postmaster if you have any questions. Applications may be delivered in person to the South Dakota Arts Council office no later than 5 p.m. on September 1, 2007. Applications submitted by facsimile (FAX) machine will not be accepted. Grant awards will be announced in December for the fiscal year starting July 1. Touring Arts programs are endorsed for a two-year period. The next application deadline will be September 1, 2009.

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## Grant Amount

Applicants must establish a fee for each activity of their program (performance, exhibit, residency, workshop, etc). Since SDAC does not provide travel reimbursement for touring artists, it is imperative to include projected travel expenses when establishing your fees. Ideally, a touring artist will have one set fee, which is the same for every performance. Due to rising travel expenses, however, touring artists have the option of establishing a fee range. For example, Touring Artist A charges \$1,000 per performance, but Touring Artist B charges \$1,000 to \$3,000. **Regardless of how a touring artist establishes the fee, he/she must include travel expenses and/or shipping costs when calculating the fee.** If an artist or group receives a Touring Arts grant award, the artist or group must stay within the fee range and not charge more than the maximum fee. Therefore, no additional expenses can be charged to the sponsoring organization.

Up to 50% of the total program fees may be requested from the Council. The Council's share of the fee is paid to the Touring Arts program after each engagement, upon receipt of the Touring Arts Contract. The local sponsor pays the remainder of the fee to the Touring Artist immediately following the activity.

Matching funds are available for **one** activity in the touring artist's hometown. Additional activities in the touring artist's hometown cannot be funded unless the sponsoring organization is hosting a statewide or regional event.

Touring Arts grants will be awarded over a two-year period for fiscal years 2009 and 2010 (July 1, 2008 to June 30, 2010) with the same award provided each year pending federal and state appropriations. Should appropriations be increased, reduced or eliminated, second year grant awards will reflect such action.

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## Sponsors

Touring Arts are responsible for booking and contracting directly with local sponsors. Sponsors must be nonprofit organizations, units of government or nonprofit education institutions. All activities sponsored by the South Dakota Arts council must take place in South Dakota.

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## Criteria for Awarding Grants

Applications are reviewed by the arts discipline panels and the Council with consideration given to:

- Quality of artistic work and indication of exceptional talent within art form.
- Complete description of Touring Arts program.
- Achieving a balanced Touring Arts roster.

**NOTE: In reviewing applications, discipline panelists consider the quality of the applicant's work as demonstrated by the artistic documentation submitted. Because the quality of this documentation will play a critical role in panel ratings and funding recommendations, great care should be taken to ensure the submission of quality slides or digital images, audio tapes, video tapes, DVDs, and/or CDs.**

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## Application Procedure

Applicants must submit the following materials:

1. **Application Form.** A signed copy of the Touring Arts Application on pages 81-87.
  - Before completing the application form, read the Glossary on pages 12-13, Grant Application Codes on pages 14-17, and guidelines on pages 79 and 80.
  - The application form must list the title of the touring program as it is to be publicized.
  - In the space provided on page one, include a description of the proposed touring program. This information will be used in the Touring Arts Roster should a grant be awarded.
2. **Budget Page.** Page 2 of the application form.
3. **Current Resume.** A current resume or biography of touring artist/group no longer than five single-side pages. Add the page(s) to the application.
4. **Reviews/Recommendations.** Up to five single-side pages of reviews and/or letters of recommendation. Add the page(s) to the application.
5. **Artistic Documentation Form.** Page 3 of the application. This list must correspond with the actual documentation submitted.
6. **Roster Information.** Touring Arts Roster Information Form; Page 4 of the application.
7. **Promotional Materials.** Four copies each of press kits or promotional materials either as hard copy or digital images on CDs or DVDs.
8. **Photograph.** Current photograph (high quality digital image preferred) for publicity purposes should a grant be awarded.
9. **Artistic Documentation.** Examples of the artist's work via manuscript, CD, VHS, DVD or audio cassette. See pages 8-11 for a list of documentation requirements for disciplines.
10. **Return Mailer.** Submit a self-addressed mailer with postage for return of artistic documentation. Applicants may also pick up documentation at the SDAC office within 30 days after the grant announcements.

*Make a copy of the entire application packet for your files before submitting.*

## TOURING ARTS GRANT CHECKLIST

### HOW TO PACKAGE YOUR APPLICATION FOR SUBMISSION

Send one copy of the application form and attachments. Pages must be single-sided, 8 1/2" x 11"; oversized materials and newspaper clippings must be photocopied or laid out to fit this format. Applications must be postmarked or hand-delivered by the deadline. Retain a copy for your records.

Illustrated below is the order in which application, attachments, and supplementary materials must be assembled. **To have documentation returned, you must enclose a self-addressed mailing package with adequate postage.**

#### Checklist of Materials

- ☐ 1. Application Form (page 81)
- ☐ 2. Budget Page (page 83)
- ☐ 3. Resume or biography of touring artist/group
- ☐ 4. Reviews and/or Letters of Recommendation
- ☐ 5. Artistic Documentation Form (page 85)
- ☐ 6. Touring Arts Roster Information Form (page 87)
- ☐ 7. Promotional materials or press kits
- ☐ 8. Glossy Photograph (color or black and white) or digital image
- ☐ 9. Actual Artistic Documentation
- ☐ 10. Self-addressed mailer with adequate postage to have documentation returned

#### Order of Assembly for Mailing

